

Commission on the Future of Economic Development
Minutes of Commission Meeting
January 8, 2007
10:00 am – 4:00 pm
6th Floor, National Life Building
Montpelier, VT

Members Present: Bill Botzow, Hope Crifo, Kevin Dorn, John Goodrich, Fred Kenney, Mary Lintermann, David Mount, Hinda Miller, Mary Neibling, Carl Spangler, Dawn Terrill;

Members Absent: Carl Spangler

10:05 CFED meeting started with discussion of Minutes from December meeting. David Mount suggested “tape ended” is left out. Bill Botzow mentioned Work plan draft in second paragraph – “suggest” changed to “recommended”. On page #6, names should be used for RFP Committee and Budget Group. Mary N. would like the minutes paginated. On the third page the commission didn’t reach consensus on “that project,” that refers to “choosing two subject areas”. Fourth page where it discusses whether the meetings should be taped, “video taped” should be inserted. Bill would like “recording” used instead of “tape.” Mary Lintermann moved to accept amended minutes. Motion approved unanimously.

It was noted that the meeting is being taped by ORCA media. This particular videotaping is not being charged to the commission. The tape will be made available to the Commission and Public Access Television. Paul Cillo & Doug Hoffer suggested to ORCA media that they tape this meeting free of charge. Their organization has offered to pay half of the fee and the Commission would pay for the other half the fee for the next 10 meetings.

Member Volunteers for each Committee:

Budget: Dawn Terrill, Chair, Fred Kenney, Hope Crifo, Bill Botzow

RFP: Hinda Miller, Chair, David Mount, John Goodrich, Mary Lintermann, Kevin Dorn

October Minutes: Mary Niebling has many comments. Suggested to submit them to Denise and the changes will be made. John noted the minutes will be ready to be approved at the February meeting.

Discussion on schedule of publishing RFP. Any contact, questions on the RFP must go to Catherine West. The commission should not answer any questions, only Catherine West. The RFP manager will coordinate with Hinda Miller to develop a schedule for the committee.

John noted that someone thought the Commission had violated the public meeting law by utilizing a teleconference to confirm the RFP Committee. A motion to endorse the posting and teleconference of the RFP to support the commission was introduced. Mary Lintermann seconded and the motion carried unanimously.

John noted the administrative responsibility memo that was submitted by Kevin Dorn. Bill noted in 1c – add for review by the subcommittee and presentation to the entire committee. Under 3 – meeting support – add “minutes” to disseminated materials. Under e – “recording and other requirements. Under c – post meeting notices, add that they be posted both on the CFED and legislative website and as required under Vermont open meeting laws.

Mary Niebling wanted to know what the up-to-date charges are to the Commission. Fred passed out charges so far. Kevin said there would be billing for transcribing and video recording. There may be some billing for some human resources.

Some of the services provided in Kevin’s administrative memo will be continued after the consultant is hired. There will be discussion with the RFP committee to determine specific tasks and what administrative support will still be necessary.

Kevin stated that the Public Comment Component will be live on Wednesday morning. Who will disseminate this information? As a technical matter – Kevin can get the IT Director to present the opportunities. John suggested we have a presentation at the next meeting.

Bill Stenger, Chair, Next Generation Commission, “linking learning to earning.”

Panels:

Finance: Jo Bradley, VEDA; Karen Marshall, VEPC; Darcy Carter, SBA; Emily Kaminsky; Community Capital

Break for lunch.

Infrastructure: Tom Murray/David O’Brien, broadband/wireless; Neale Lunderville, Transportation; incubators, Tom Rainey; Energy, David O’Brien

Workforce: Pat Moulton Powden, Dept. of Labor; Chip Evans, Workforce Development Council; Allan Rodgers, State Colleges; Melissa Hersh, Champlain College; Phil Fagan, VT Training Program; Janice St. Onge, UVM

Technical Assistance: Bob Zider, VT Manufacturers assistance Center; Lenae Quillen-Blume, Small Business Development Centers; Carol Flint, Central VT Community Action Council; missing was David Lane from the Dept. of Agriculture.

GUND Institute: Bob Costanza

Policy Analyst: Doug Hoffer

Economists: Dick Heaps, VT Economy Newsletter; Bill Sayre

Other Business:

Dawn Terrill noted that commission members received a summary of expenses to date in their email. Noted that \$380 was not an expense as stated and that expense will be removed from the budget sheet. This will be presented again at the next meeting. The budget will be adapted to include the consultant costs once the RFPs are reviewed and a consultant is selected.

Bill Botzow would like to see “public engagement” to be in “bold” to reflect reaching out to Vermonters. Dawn agreed that a revised version will be sent out one week before meeting.

John Goodrich stated that the next meeting will be on February 12. It was suggested that the following be part of the agenda:

Presentation on Synthesis from Current Economic Development plans (Jim & Hope)
Scenario planning and SWOT analysis
RFP

Bill Botzow wants to hear from people on topics such as Venture Capital, housing, broadband and those people who create jobs.
Hope Crifo would like a panel on Agriculture and Forestry.

Members agreed that there should be a limit on the number of panels per meeting to allow for digestion of information and time for other commission agenda items.

Kevin said he could put together a panel on Venture Capital and Agriculture and Forestry for the next meeting.

John Goodrich had a letter from Paul Cillo of the Public Assets Institute stating that ORCA, Montpelier’s Public Access Television has agreed to videotape the meeting and distribute to statewide public access channels. Public Assets Institute is willing to cover half of the costs if the Commission will cover the other \$150.00 per meeting. The meeting minutes will be on the CFED website and on the legislative website.

Jayna Guilford noted that the Agency has video-recording capabilities through equipment installed in the conference room. All of the video or audio recordings could be posted on the CFED webpage as well.

Hope Crifo suggested that the commission review the video that was taped in January at the February meeting and then make a decision.

Mary Lintermann noted that if the Agency has the ability then she would prefer to utilize the current resources available.

Hope Crifo moved that the commission uses ORCA media to video-record the February meeting at a cost of \$150.00. Hinda Miller seconded. The motion passed.

Fred said he feels that the audio-recording capabilities and distribution are enough to get the information out there and that the video-recording costs could be spent better on public engagement.

By the next meeting it will be determined whether the Agency can support video-taping of the meetings.

Meeting Adjourned.

Minutes drafted by Jayna Guilford and Denise Diehl: 2/6/2007

Approved as amended by the Commission: 2/12/2007